

Mr G McCloskey  
Pension Practitioner.com  
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**Our reference** STS/LD 010549  
**Your reference**

5 July 2011

Dear Mr McCloskey

**John Dingle Project Planning Retirement Benefits Scheme - 010549**

I am writing with reference to your request to remove Suntrust Limited as the Special Trustee for this Small Self Administered Scheme. I understand that a replacement Special Trustee is not to be appointed. The impact of Suntrust Limited no longer performing this role will require the managing trustees to take on additional administrative responsibilities.

Before Suntrust Limited is retired from its position as Special Trustee, I will require the following:

1. Written confirmation from the Managing Trustees confirming they are aware of the implications on removing the Special Trustee. Please arrange for them to sign and return the enclosed declaration.
2. Payment of the Trustee fee amounting to £1080 requested on invoice numbered ST2011040050.

Upon receipt of the items noted above, the deed retiring Suntrust Limited will be dispatched together with the resignation of Friends Life Services Limited as advising actuary. If we have been appointed as Authorised Practitioner we will inform the Revenue we will no longer perform this role.

If the removal is to proceed, it will be the Managing Trustees responsibility to organise the removal of Suntrust Limited from any self investments and bank accounts. Any expenses incurred by Suntrust Limited will be charged to the Managing Trustees.

I can advise that the PSTR number for the scheme is 00480130RG the managing trustees will have the administration ID.

**STS Department, Friends Life, PO Box 64, Bristol, BS99 3EG**

**If you have any queries please do not hesitate to contact us quoting reference 010549.**

Yours sincerely



Liz DeLaHunty  
SSAS Servicing (STS)